



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

May 14, 2014

Leslie Savage
1914 North Ridge Dr.
Coralville, Iowa 52241

Dear Leslie,

I appreciate your working with me to complete the spot check. Here is the website to check out pac'n'plays that have been recalled to ensure you do not have one that is unsafe- <http://www.cpsc.gov/>

This letter is in regards to the May 14, 2014 compliance check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) g- Safety barriers are at stairways and doors as needed.

As we discussed a safety barrier needs to be placed at the stairway to the front door and in the kitchen to prevent a child from having access to the steps to the living room area.

☐ 110.5(1) m- Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.

You need to replace the 1A 10 BC rated fire extinguisher in eth kitchen with a 2 A 10 BC.

☐ 110.5(1) n- Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

You need to put a smoke detector at the top of the stairway on the second floor.

☐ 110.5(1) r- If not fenced, both in and aboveground pools must have a cover that meets or exceeds ASTM standards when not in use.

Reason determined out of compliance:

How to correct:

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2) a- A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years.

I did not find a current physical for any household members. The ones I reviewed were from 2011 so more than 2 years old. I did not find immunization records for David and you did not have documentation you have been immunized for MMR and polio. Using the new form I left with you, get physicals for all household members.

☐ 110.5(2) c- An individual file is maintained for each staff assistant and contains:

☐ 110.5(2) c- A completed DHS Criminal History Record Check, form B, 595-1396

☐ 110.5(2) c- A completed Request for Child Abuse Information, form 470-0643

The letter you have from the Centralized Unit approving Courtney was date June of 2011. If you find a current one just let me know the date she was approved. If you cannot find one call the Centralized Unit for a copy.

☐ 110.5(2) d- An individual file is maintained for each substitute and contains:

☐ 110.5(2) d- A completed DHS Criminal History Record Check, form B, 595-1396.

☐ 110.5(2) d- A completed Request for Child Abuse Information, form 470-0643

The letter you have from the Centralized Unit approving Courtney was date June of 2011. If you find a current one just let me know the date she was approved. If you cannot find one call the Centralized Unit for a copy.

☐ 110.5(8) Children's Files

☐ 110.5(8)- An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8) c- A signed medical consent from the parent authorizing emergency treatment.

The form in J's file needs a child's name and birthdate on it

☐ 110.5(8) d- For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

I was not able to determine when the children in care started for most files. It appears most of them may not have a physical from when they started. Whenever a child starts in your care you need to get a copy of a physical completed within the last 12 months. Make sure you get information from the parents on any special medical conditions their child may have.

☐ 110.5(8) e- For infants and preschoolers: A statement of health signed by a physician submitted annually.

Physical more than a year old for W, J. No physical in file for L or T

☐ 110.5(8) e- For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

The parent statements were all dated 2012 and they must be done annually.

☐ 110.5(8) g- A signed and dated immunization certificate provided by the state department of public health.

Need for J

- ☐ 110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"
- ☐ 110.9(3) Facility requirements
- ☐ 110.9(3) a- There is a minimum of 35 square feet of child use floor space indoors for each child in care.

After measuring the rooms you use for child care I determined you have enough square footage for 10 children (375) sq. feet. I will notify the Centralized Unit of this and they will issue a new registration certificate for a maximum of ten children.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.**

☐ Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: June 27, 2014

X _____
Signature Date

Please do not hesitate to contact me at DHS at 319/892-6803 or toll free 319/534-3112 if you have any questions regarding this letter.

Sincerely,

Dale Garlinghouse
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at (563/362-8228- Shannon Dostel).

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html and you can sign up for training at <https://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).